



CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

AGENDA
MONDAY, MARCH 14, 2016 – 7:00 P.M.

CALL TO ORDER: Mayor Matt Beekman

ROLL CALL: Mayor Matt Beekman
Mayor Pro Tem Jeramy Young
Councilmember Jill Silva
Councilmember George Carr
Councilmember Harold Hill

FLAG SALUTE: Mayor Matt Beekman

INVOCATION: Hughson Ministerial Association

RULES FOR ADDRESSING CITY COUNCIL

Members of the audience who wish to address the City Council are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the audience may address the City Council on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. PRESENTATIONS:

- 2.1: Stanislaus Business Alliance/Small Business Development Center, Kurt Clark, SBDC Director
- 2.2: Transportation Expenditure Plan for the Stanislaus Region, Rosa De León Park, Stanislaus Council of Government Executive Director

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1: Approve the Minutes of the Regular Meeting of February 22, 2016.
- 3.2: Approve the Warrants Register.
- 3.3: Approve the Treasurer's Report for January 2016.
- 3.4: Adopt Resolution No. 2016-04, Approving and Authorizing the Submission of the 2015/2016 Local Transportation Fund Claim to the Stanislaus Council of Governments (StanCOG).
- 3.5: Adopt Resolution No. 2016-05, Accepting the City of Hughson's Americans with Disabilities Act (ADA) Service Request/Complaint Process and Form.
- 3.6: Approve the Terms of the Interfund Loan from the Water Fixed Asset Replacement Fund to the Water Fund and Adopt Resolution No. 2016-06, Authorizing Full Payment of the Installment Purchase Agreement to the United States of America, Department of Agriculture, Rural Utilities Service.
- 3.7: Adopt Resolution No. 2016-07, Accepting the Hughson Avenue Improvement Project and Authorizing the City Clerk to File the Notice of Completion (NOC).
- 3.8: Approve a Fee Waiver for Hughson Youth Baseball/Softball (HYBS) Pertaining to the Use of Rolland Starn Park/Keith Crabtree Field for the 2016 Regular Season.

4. UNFINISHED BUSINESS: NONE.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. NEW BUSINESS:

- 6.1: Approve the Conversion of Two-Way Stops to Four-Way Stops at the Intersections of Fox Road/Charles Street and Whitmore Avenue/Tully Road.
- 6.2: Approve an Agreement with the Hughson Chamber of Commerce for Promotional and Notary Services and Authorize the Mayor to Execute the Said Agreement.

7. CORRESPONDENCE:

- 7.1: Parks and Recreation Commission Agenda for March 8, 2016

8. COMMENTS:

- 8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager:

City Clerk:

Community Development Director:

Director of Finance:

Police Services:

City Attorney:

- 8.2: Council Comments: (Information Only – No Action)

- 8.3: Mayor’s Comments: (Information Only – No Action)

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: NONE.

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

UPCOMING EVENTS:

March 14	▪ Economic Development Committee, City Hall Chambers, 5:30P.M.
March 14	▪ City Council Meeting, City Hall Chambers, 7:00P.M.
March 15	▪ Planning Commission, City Hall Chambers, 6:00P.M.
March 26	▪ IOOF Easter Egg Hunt, Emilie J. Ross Middle School, 9:00A.M.
March 28	▪ City Council Meeting, City Hall Chambers, 7:00P.M.

AFFIDAVIT OF POSTING

DATE: March 10, 2016 **TIME:** 5:00 pm
NAME: Lisa Whiteside **TITLE:** Temporary City Clerk

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
 NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information: The Hughson City Council meets in the Council Chambers on the second and fourth Mondays of each month at 7:00 p.m., unless otherwise noticed.

Council Agendas: The City Council agenda is now available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054



CITY OF HUGHSON AGENDA ITEM NO. 3.1

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Approval of the City Council Minutes
Presented By: Lisa Whiteside, Temporary City Clerk

Approved By: _____

Staff Recommendation:

Approve the Special Meeting/State of the City Address Minutes of the February 22, 2016 session.

Background and Overview:

The draft minutes of the February 22, 2016 meeting are prepared for the Council's review.



CITY OF HUGHSON
Special City Council Session
SAMARITAN VILLAGE ALMOND ROOM
7700 Fox Road, Hughson, CA

STATE OF THE CITY ADDRESS



AGENDA
MONDAY, FEBRUARY 22, 2016 – 6:00 P.M.

CALL TO ORDER: Mayor Matt Beekman

ROLL CALL:

Present: Mayor Matt Beekman
Councilmember George Carr
Councilmember Harold Hill

Absent: Mayor Pro Tem Jeramy Young
Councilmember Jill Silva

Staff Present: Raul L. Mendez, City Manager
Daniel J. Schroeder, City Attorney
Jaylen French, Community Development Director
Larry Seymour, Chief of Police Services
Dominique Spinale Romo, Assistant to the CM/City Clerk
Sam Rush, Public Works Superintendent
Jaime Velazquez, Utilities Superintendent

Lisa Whiteside, Finance Manager
 Martha Serrato, Accounting Technician
 Michelle Roberts, Accounting Technician

FLAG SALUTE: Mayor Matt Beekman

INVOCATION: Reverend Ernest Spears

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Jean Henley-Hatfield addressed the City Council and complemented their work and that of City staff. She also invited the City Council, City staff and residents to the Open Garden scheduled for April 30, 2016 at the Hughson Arboretum and Gardens which would include a special remembrance of founder Margaret Sturtevant.

2. PRESENTATIONS:

2.1: State of the City Address, Presented by Mayor Matt Beekman.

Mayor Beekman delivered the State of the City Address on the City of Hughson whose theme centered on maximizing the City’s potential by proactively exploring possibilities. He discussed the City’s fiscal condition and current economic development initiatives—including investment in the downtown. He also emphasized the City’s effort to better integrate technology in municipal governance. Mayor Beekman also shared information regarding the countywide effort to support a transportation sales tax measure in November 2016 to ensure that local roads in Stanislaus County are adequately maintained and improved.

City Manager Mendez and Community Development Director French provided information on the City’s financial strategies, community partnerships, advanced planning and enhanced infrastructure.

Mayor Beekman recognized Dominique Spinale Romo for her time of service with the City of Hughson and wished her well in her new position with the City of Escalon as their Development Services Manager.

ADJOURN TO A RECESS AND REFRESHMENTS (Approximately 30 Minutes) – 6:55 P.M.

RECONVENE TO THE REGULAR CITY COUNCIL MEETING – 7:21 P.M.

- 2.2: Planning Commission and Parks and Recreation Commission Updates by Chairmen Alan McFadon and Matt House.

Chairman McFadon and Chairman House provided an update to the City Council and members of the public on their work, on behalf of the Planning Commission and Parks and Recreation Commission, in their respective areas.

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1: Approve the Minutes of the Regular Meeting of February 8, 2016.
- 3.2: Approve the Warrants Register.
- 3.3: Review and Approve the City of Hughson Treasurer's Report:
(a) Investment Portfolio Report for October 2015.
(b) Investment Portfolio Report for November 2015.
(c) Investment Portfolio Report for December 2015.
- 3.4: Approve an Amendment to the Turlock Groundwater Basin Association Memorandum of Understanding (MOU) to allow the City of Waterford to join as a New Party and to revise the method of adding new parties in the future, Adopt Resolution No. 2016-02, authorizing the above amendments to the Turlock Groundwater Basin Association Board Memorandum of Understanding, and authorize the Mayor to sign any and all documents associated with this amendment.
- 3.5: Accept the Quarterly City of Hughson Legislative Report.

BEEKMAN/CARR 3-0 (YOUNG-Absent, SILVA-Absent) motion passes to approve the Consent Calendar as presented.

4. UNFINISHED BUSINESS:

- 4.1: Adopt Resolution No. 2016-03, Approving Mid-Year Adjustments to the Operating Budget for Fiscal Year 2015-2016.

Finance Director Esenwein presented the staff report reviewing the recommended budget adjustments totaling \$326,089 for a variety of anticipated expenditures including contract services, administration, community improvements and infrastructure projects with the City Council. She noted that budget adjustments

in the General Fund totaled \$46,970 with \$29,206 offset by various budget reductions. Mayor Beekman inquired about the use of Public Facilities Fees to fund past eligible purchases that used other sources. City Manager Mendez stated that he would be discussing the item with the City Attorney to determine if it was permissible.

CARR/HILL 3-0 (YOUNG-Absent, SILVA-Absent) motion to Adopt Resolution No. 2016-013, Approving Mid Year Adjustments to the Operating Budget for Fiscal Year 2015-2016.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. NEW BUSINESS: NONE.

7. CORRESPONDENCE: NONE.

8. COMMENTS:

8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager:

City Manager Mendez thanked the City Council for their leadership and support. He also complemented City staff for their dedication and thanked Dominique Spinale Romo for her service. He announced upcoming meetings: Love Hughson (2/23), Hughson Fruit and Nut Festival (2/23), Consolidated Emergency Dispatch Agency Commission (2/23) and Opportunity Stanislaus (3/1)

City Clerk:

Dominique Spinale Romo graciously thanked the City Council and City staff for their support.

Community Development Director:

Director of Finance:

Police Services:

Chief Seymour shared his Police Services Report and recapped the training that his staff had been provided in cooperation with local agencies and businesses.

City Attorney:

8.2: Council Comments: (Information Only – No Action)

Councilmember Hill wished Dominique Spinale Romo well and thanked her for the assistance that she provided to him and the rest of the Council. He also shared that he had attended the City/Fire 2+2 meeting and also a local Chinese New Year Celebration in Modesto.

Councilmember Carr also thanked Dominique Spinale Romo for her service and wished her good luck in the City of Escalon.

8.3: Mayor’s Comments: (Information Only – No Action)

Mayor Beekman thanked the City Council, City staff, partners and residents that had attended the State of the City Address and stated that it was a privilege to serve the community.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: NONE.

ADJOURNMENT:

HILL/CARR motion passes to adjourn the meeting at 7:47pm

MATT BEEKMAN, Mayor

LISA WHITESIDE, Temporary City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 3.2

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Approval of Warrants Register
Enclosure: Warrants Register
Presented By: Shannon Esenwein, Director of Finance

Approved By: _____

Staff Recommendation:

Approve the Warrants Register as presented.

Background and Overview:

The warrants register presented to the City Council is a listing of all expenditures paid from March 7, 2016 through March 9, 2016.

Fiscal Impact:

There are reductions in various funds for payment of expenses.

SE

REPORT.: Mar 07 16 Monday
 RUN....: Mar 07 16 Time: 12:14
 Run By.: Lisa Whiteside

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 03-16 Bank Account.: 0100

PAGE: 001
 ID #: PY-DP
 CTL.: HUG

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
47445	3/7/2016	AFL01	AFLAC	\$ 770.84	B60303	AFLAC
47446	3/7/2016	ALL07	ALLEY INSURANCE SERVICE,	\$ 592.00	1015	HEALTH PLAN CONSULTING 3/16
47447	3/7/2016	AND02	ANDREWS ELECTRIC	\$ 2,341.26	78269	2 NEW RECYCLE PUMP MOTORS FOR WELL#8 TREATMENT
47448	3/7/2016	ARR00	NESTLE WATERS	\$ 50.55	16B002566	BOTTLED WATER FOR WWTP
47449	3/7/2016	ATT01	AT&T	\$ 4,419.36	B60303	PHONE
47450	3/7/2016	ATT02	AT&T MOBILITY	\$ 190.89	X02272016	PHONE
47451	3/7/2016	AVA00	AVAYA, INC	\$ 87.39	733625784	PHONE
				\$ 112.01	733626204	PHONE
			Check Total:	\$ 199.40		
47452	3/7/2016	CAL08	CALAVERAS MATERIALS, INC.	\$ 148.74	1650097	CUTBACK FOR STREET REPAIRs
47453	3/7/2016	CEN14	CENTRAL SANITARY SUPPLY	\$ 738.96	676659	MISC. SANITARY SUPPLIES FOR STREETS, BLDGS & PARKS
47454	3/7/2016	CON14	CONDOR EARTH TECHNOLOGIES	\$ 4,143.75	72780	PROFESSIONAL SERVICES FOR JAN 24-FEB 8
47455	3/7/2016	DIA02	DIAZ, MARIA	\$ 210.00	B60303	DAMAGE DEPOSIT REFUND 7/16/16
47456	3/7/2016	EWI00	EWING IRRIGATION PRODUCTS	\$ 420.00	889381	MISC. PVC MATERIAL NEEDED FOR HUGHSON AVE.
47457	3/7/2016	FAR03	FARMERS BROTHERS COFFEE	\$ 59.07	63272137	COFFEE
47458	3/7/2016	FER07	FERNANDEZ, TERESA	\$ 135.00	B60303	PARK REFUND
47459	3/7/2016	GEO01	GEOANALYTICAL LABORATORIE	\$ 55.00	C6A0502	MONITORING OF WWTP PERMIT
				\$ 200.00	C6A1201	MONITORING OF WWTP PERMIT
				\$ 422.50	C6A1213	WATER TESTING FOR CITY POTABLE WATER TREATMENT
				\$ 55.00	C6A1901	MONITORING OF WWTP PERMIT
				\$ 30.00	C6A1902	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$ 30.00	C6A1903	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$ 55.00	C6A2601	MONITORING OF WWTP PERMIT
				\$ 45.00	C6A2603	WATER TESTING FOR CITY POTABLE WATER TREATMENT
47459	3/7/2016	GEO01	GEOANALYTICAL LABORATORIE	\$ 45.00	C6A2604	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$ 215.78	C6A2702	WATER TESTING FOR CITY POTABLE WATER TREATMENT
				\$ 215.78	C6B0107	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$ 55.00	C6B0201	MONITORING OF WWTP PERMIT
				\$ 30.00	C6B0203	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$ 55.00	C6B0901	MONITORING OF WWTP PERMIT
				\$ 215.78	C6B0911	WATER TESTING FOR CITY POTABLE WATER TREATMENT

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47459	3/7/2016	GEO01	GEOANALYTICAL LABORATORIE	\$	177.50	C6B0914	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$	172.50	C6B0915	WATER TESTING FOR CITY POTABLE WATER TREATMENT
				\$	215.78	C6B1611	WATER TESTING FOR THE CITY POTABLE WATER TREATMENT
				\$	70.00	C6B1721	WATER TESTING FOR CITY POTABLE WATER TREATMENT

Check Total: \$ 2,360.62

47460	3/7/2016	GRA03	W.W. GRAINGER, INC.	\$	79.69	22916200	AC FILTERS FOR BUILDINGS
47461	3/7/2016	HUG08	CITY OF HUGHSON	\$	43.21	B60303	DOL GEN WATER LLD
47462	3/7/2016	HUG21	HUGHSON UNIFIED SCHOOL	\$	5,380.00	160010	AED FOR SCHOOL FACILITIES
47463	3/7/2016	HUG34	VALLEY PARTS WAREHOUSE, I	\$	88.69	167437	SMALL MATERIAL NEEDED FOR VEHICLE MAINT & REPAIR
				\$	1.46	167464	SMALL MATERIAL NEEDED FOR VEH. MAINT & REPAIR
				\$	7.52	167586	SMALL MATERIAL NEEDED FOR VEH. MAINT. & REPAIR
				\$	3.63	167592	SMALL MATERIAL NEEDED FOR VEH. MAINT & REPAIR
				\$	15.05	167595	SMALL MATERIAL NEEDED FOR VEH. MAINT & REPAIR
				\$	34.46	167980	SMALL MATERIAL NEEDED FOR VEH. MAINT & REPAIR
				\$	14.34	168028	SMALL MATERIAL NEEDED FOR VEH. MAINT. & REPAIR
				\$	8.60	168029	SMALL MATERIAL NEEDED FOR VEH. MAINT. & REPAIR
				\$	33.02	168150	SMALL MATERIAL NEEDED FOR VEH. MAINT. & REPAIR
				\$	7.75	168586	SMALL MATERIAL NEEDED FOR VEH. MAINT. & REPAIR
				\$	8.61	168610	MISC. SUPPLY & PARTS FOR WASTEWATER SEWER & WATER

Check Total: \$ 223.13

47464	3/7/2016	IND05	INDUSTRIAL ELECTRICAL CO	\$	408.00	40756	STREET MARKING PAINT FOR UTILITIES
47465	3/7/2016	LAD00	LADD CRANE SERVICE	\$	195.00	26840	CRANE SERVICE
47466	3/7/2016	MCF01	MCFADDEN CONSTRUCTION, IN	\$	555.50	B60303	HUGHSON AVE IMPROVEMENTS
47467	3/7/2016	MOD01	THE MODESTO BEE	\$	61.57	B60303	ANNUAL RENEWAL
47468	3/7/2016	MUN01	MUNIMETRIX	\$	1,878.00	1603018	IMGAGEFLOW SOFTWARE SUPPORT 3/17/16-3/17/17
47469	3/7/2016	PER01	P.E.R.S.	\$	126.00	B60303	RETIREMENT
47470	3/7/2016	PGE01	PG & E	\$	193.57	B60303	UTILITIES
				\$	150.03	B60304	UTILITIES
				\$	152.11	B60305	UTILITIES
				\$	107.32	B60306	UTILITIES

Check Total: \$ 603.03

47471	3/7/2016	PRE07	PREFERRED ALLIANCE, INC.	\$	82.56	0120203IN	6-10 OFF-SITE PARTICIPANTS
47472	3/7/2016	PUR01	PURCHASE POWER	\$	50.54	B60303	POSTAGE REFILL

SE

47473	3/7/2016	QUI03	QUICK N SAVE	\$	74.47	1-3166	FUEL
47474	3/7/2016	RAY05	RAYA, NEIL	\$	50.00	B60303	REIMBURSEMENT FOR WATER TREATMENT EXAM APPLICATION
47475	3/7/2016	SAM01	SAMARITAN VILLAGE	\$	920.73	B60303	MEETING EXPENSE
47476	3/7/2016	SAN05	SAN JOAQUIN VALLEY	\$	502.00	N114539	BACK-UP GENERATOR AT STORAGE TANK OPER. PERMIT
47477	3/7/2016	SAN23	SANCHEZ, APRIL	\$	100.00	B60303	PARK REFUND 3/1/16
47478	3/7/2016	SHR02	SHRED-IT USA LLC	\$	135.81	409554124	SHREDDING
47479	3/7/2016	SPI00	SPINALE, DOMINIQUE	\$	57.00	B60303	REIMBURSEMENT FOR NOTICE OF EXEMPT. FEE
47480	3/7/2016	STA59	STANISLAUS AUDIO/VIDEO	\$	234.72	16181	VIDEO RECORDING STATE OF THE CITY ADDRESS 2/22/16
47481	3/7/2016	STE07	STEELEY, JARED WATER & WA	\$	1,300.00	6321	CONSULTING SERVICES FOR FEBRUARY
47482	3/7/2016	TID01	TURLOCK IRRIGATION DIST.	\$	13,165.58	B60303	ELECTRIC
47483	3/7/2016	TUR12	TURLOCK, CITY OF	\$	159.20	2016-0016	CNG FUEL
47484	3/7/2016	UNU01	UNUM LIFE INSURANCE CO.	\$	1,434.24	B60303	LIFE INSURANCE WITHHOLDIN
47485	3/7/2016	URB00	URBAN FUTURES INCORP	\$	2,750.94	0216-003	PROFESSIONAL SERVICES FOR JANUARY 2016
47486	3/7/2016	USA01	USA BLUE BOOK	\$	1,100.74	857836	WELL SOUNDER
				\$	785.56	865251	VALVE WRENCHES, MAN LID LIFTERS, TEST METERS ETC.
			Check Total:	\$	1,886.30		
47487	3/7/2016	VAL18	VALENCIA, COZETH	\$	285.00	B60303	CANCELLATION OF HALL RENTAL
47488	3/7/2016	WAR00	WARDEN'S OFFICE	\$	25.97	1886919-1	OFFICE SUPPLIES
				\$	458.93	1889010-0	OFFICE SUPPLIES
				\$	40.49	1889010-1	OFFICE SUPPLIES
				\$	31.54	1889038-0	OFFICE SUPPLIES
			Check Total:	\$	556.93		
47489	3/7/2016	WIL01	CORBIN WILLITS SYSTEM	\$	571.40	B602151	ENHANCEMENT & SERVICE FEE
47490	3/7/2016	\C003	CHRISTOPHER & SAM CAHILL	\$	169.17	000B60301	MQ CUSTOMER REFUND FOR CAH0004
47491	3/7/2016	\C006	RON CALLAHAN	\$	72.72	000B60301	MQ CUSTOMER REFUND FOR CAL0018
47492	3/7/2016	\F003	GAIL FAY	\$	145.62	000B60301	MQ CUSTOMER REFUND FOR FAY0001
47493	3/7/2016	\F004	ALAN FERREIRA	\$	80.87	000B60301	MQ CUSTOMER REFUND FOR FER0016
47494	3/7/2016	\H011	SANDRA HUNTER	\$	85.47	000B60301	MQ CUSTOMER REFUND FOR HUN0004
47495	3/7/2016	\J003	JAMKE	\$	112.39	000B60301	MQ CUSTOMER REFUND FOR JAM0004
47496	3/7/2016	\S014	SAFEGUARD PROPERTIES	\$	140.51	000B60301	MQ CUSTOMER REFUND FOR SAF0001
47497	3/7/2016	\W009	SHEILA WILLIAMS	\$	140.70	000B60301	MQ CUSTOMER REFUND FOR WIL0030
			Cash Account Total:	\$	51,598.44		
			Total Disbursements:	\$	51,598.44		

SE

REPORT.: Mar 09 16 Wednesday
 RUN....: Mar 09 16 Time: 09:33
 Run By.: Lisa Whiteside

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 03-16 Bank Account.: 0100

PAGE: 001
 ID #: PY-DP
 CTL: HUG

Check Number	Check Date	Vendor Number	Vendor Name	Net Amount	Invoice #	Description
47498	3/9/2016	ATT01	AT&T	\$ 34.93	B60308	PHONE
47499	3/9/2016	ATT03	AT&T	\$ 7.54	7729387	PHONE
47500	3/9/2016	BRE01	W.H. BRESHEARS	\$ 790.28	274306	FUEL
47501	3/9/2016	CHA01	CHARTER COMMUNICATION	\$ 214.62	B60308	IP ADDRESS-PINE ST
				\$ 69.74	B60309	IP ADDRESS - PW SHOP
			Check Total:	\$ 284.36		
47502	3/9/2016	CLA03	CLARK'S PEST CONTROL	\$ 102.00	18244371	PEST CONTROL
				\$ 57.00	18244486	PEST CONTROL
			Check Total:	\$ 159.00		
47503	3/9/2016	COD00	CODE PUBLISHING COMPANY	\$ 364.65	52385	HUGHSON MUNICIPAL ELECTRO NIC UPDATE
47504	3/9/2016	ENV02	ENVIRONMENTAL SYSTEMS	\$ 1,788.93	27346	FEBRUARY STREET SWEEPING
47505	3/9/2016	EXP00	EXPRESS PERSONNEL SERVICE	\$ 1,246.49	168868586	EXTRA HELP WEEK OF 1/31/16
				\$ 1,398.48	169195534	EXTRA HELP WEEK OF 2/7/16
				\$ 1,398.48	169451929	EXTRA HELP WEEK OF 2/14/16
				\$ 1,398.48	169750320	EXTRA HELP WEEK OF 2/21/16
			Check Total:	\$ 5,441.93		
47506	3/9/2016	GIB00	GIBBS MAINTENANCE CO	\$ 2,432.00	19270	FEBRUARY JANITOR SERVICES
47507	3/9/2016	GRA01	GRAND FLOW	\$ 290.41	134956	OFFICE SUPPLIES-PAYROLL CHECKS
				\$ 312.47	134957	OFFICE SUPPLIES-PAYABLE CHECKS
			Check Total:	\$ 602.88		
47508	3/9/2016	HIN00	HINDERLITER, dELLAMAS &	\$ 453.18	0024920IN	CONTRACT SERVICES-SALES QRT 3
47509	3/9/2016	HOM01	THE HOME DEPOT CRC	\$ 812.82	B60308	SUPPLIES FOR PW & BLINDS
47510	3/9/2016	HUG08	CITY OF HUGHSON	\$ 55.77	B60308	DOL GEN LLD
47511	3/9/2016	HUG11	HUGHSON FARM SUPPLY	\$ 11.01	H165189	MISC. TOOLS AND SUPPLIES
				\$ 53.70	H165584	MISC TOOLS & SUPPLIES
				\$ 6.43	H166141	MISC. TOOLS & SUPPLIES
				\$ 64.57	H166251	MISC. TOOLS & SUPPLIES
				\$ 11.81	H167065	MISC. TOOLS & SUPPLIES
				\$ 149.56	H167461	MISC. TOOLS & SUPPLIES
				\$ 18.76	H167560	MISC. TOOLS & SUPPLIES
				\$ 5.91	H167605	MISC. TOOLS & SUPPLIES
			Check Total:	\$ 321.75		
47512	3/9/2016	KEE01	KEELE, BRANDI	\$ 150.00	B60308	CANCELLATION OF PARK RENTAL 3/5/16
47513	3/9/2016	MIS01	MISSION UNIFORM SERVICE	\$ 92.25	501823566	UNIFORM SERVICE
				\$ 68.58	501823568	UNIFORM SERVICE
				\$ 30.00	501823569	UNIFORM SERVICE

SF

47513	3/9/2016	MIS01	MISSION UNIFORM SERVICE	\$ 80.25	501868495 UNIFORM SERVICE
				\$ 71.07	501868496 UNIFORM SERVICE
				\$ 30.00	501868497 UNIFORM SERVICES
				\$ 76.20	501913788 UNIFORM SERVICE
				\$ 71.07	501913790 UNIFORM SERVICES
				\$ 30.00	501913791 UNIFORM SERVICE
				\$ 80.25	501957769 UNIFORM SERVICE
				\$ 59.33	501957770 UNIFORM SERVICE
				\$ 30.00	501957771 UNIFORM SERVICE
				\$ 32.29	501958451 UNIFORM SERVICE

 Check Total: \$ 751.29

47514	3/9/2016	OPE01	OPERATING ENGINEERS LOCAL	\$ 343.00	B60308 LOCAL UNION #3 DUES
47515	3/9/2016	PAC05	PACIFIC PLAN REVIEW	\$ 186.19	H1002-16 CONTRACT SRVCS PLANNING/B
				\$ 186.19	H1003-16 CONTRACT SRVCS PLANNING/B
				\$ 179.41	H1005-16 CONTRACT SRVCS PLANNING/B
				\$ 142.13	H1008-16 CONTRACT SRVCS PLANNING/B
				\$ 166.41	H1009-16 CONTRACT SRVCS PLANNING/B
				\$ 765.00	FEB16ADMI CONTRACT SRVCS PLANNING/B
				\$ 3,145.00	FEB16INSP CONTRACT SRVCS PLANNING/B

 Check Total: \$ 4,770.33

47516	3/9/2016	SUA00	SUAREZ, CARLOS	\$ 75.00	B60308 CANCELLATION OF PARK RENTAL 3/13/16
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 Cash Account Total: \$71,238.08

 Total Disbursements: \$71,238.08
 =====



CITY OF HUGHSON AGENDA ITEM NO. 3.3 SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Approval of the Treasurer's Reports – January 2016
Presented By: John Padilla, City Treasurer

Approved By: _____

Staff Recommendation:

Review and approve the City of Hughson Treasurer's Report for January 2016.

Summary:

The City Treasurer is required to review the City's investment practices and approve the monthly Treasurer's report. Enclosed is the City of Hughson's Treasurer's Report for January 2016. As of January 2016, the City of Hughson's total cash and investment balance is \$13,398,243.10 and is in compliance with the City's investment policy. The City has sufficient cash flow to meet the City's expected expenditures for the next six months.

Background and Overview:

The Treasurer report for January 2016 reflects the most current representation of the City's funds and investments and provides a necessary outlook for both past, present, and future investment and spending habits. While investments and funds differ from time to time, it is the goal of the City to maintain safety and stability with its funds, while additionally promoting prudence and growth.

Enclosed is the City of Hughson Treasurer's Report for January 2016 along with supplementary graphs depicting the percentage of the City's total funds, a breakdown of the January 2016 Developer Impact Fees, and an additional line plot graph further demonstrating the Developer Impact Fees. This graph depicts the Developer Impact Fees' actual balance for the past five years, and continues with a projection based on the average rate of change for each fund over the next few years. After review and evaluation of the report, City staff has researched funds with a significant deficit balance and submit the following detailed explanation:

SLESF (Supplemental Law Enforcement Services Fund):

The Supplemental Law Enforcement Services Fund (SLESF) currently reflects a negative balance of (\$28,531.18). Although the SLESF Fund currently depicts a negative balance, the deficit is the result of cash flow. With revenue coming in as expected, the SLESF Fund is expected to return to its normal state by the end of the fiscal year in June.

Public Facilities Development Streets Fund:

The Public Facilities Development Streets Fund currently reflects a negative balance of (\$214,718.63), reflecting a positive difference of \$231,118.86 or a 51.84% increase from the previous year. The deficit is a result of the Euclid Bridge Project, which was constructed in Fiscal Year 2006/2007, for approximately \$1.3 million. The project was completed in anticipation of funding from Developer Impact Fees collected from new development. Unfortunately, the housing market declined significantly and the new development never materialized. As the economy strengthens and new building continues, the City can recognize additional developer impact fees and reduce the deficit more quickly.

Water Developer Impact Fee Fund:

The Water Developer Impact Fee Fund currently reflects a negative balance of (\$314,930.44), reflecting a positive difference of \$183,440.79 or a 36.81% increase from the previous year. After extensive review, City staff discovered that the remaining deficit is attributable to settlement arrangements that were made in Fiscal Year 2008/2009 and Fiscal Year 2009/2010 for the Water Tank on Fox Road near Charles Street. The Project Cost of the Water Tower Project was \$2,400,000. During that period, the City paid out \$650,000 in settlements. This account will be in a deficit position until additional development occurs and developer impact fees are collected to cover those unanticipated settlement costs.

Based on a review of Water Development and Street funds, City staff expects development in the Feathers Glen (42 units) and Euclid South (69 units) subdivisions, or about 110 units to be built to see a positive balance in the Water and Street Development funds. The Euclid North (50 units) subdivision is expected to follow shortly thereafter. These units reflect the areas that are most likely to see development within the City limits—with construction in Feathers Glen already in progress and under construction.

Transportation Capital and CDBG Street Project Fund:

The Transportation Capital Project Fund currently reflects a negative balance of (\$550,538.96), reflecting a negative difference of \$248,128.09 or an 82.05% decrease from the previous year. The CDBG Street Project Fund currently reflects a negative balance of (\$200,792.25), reflecting a positive difference of \$7,787.67 or a 3.73% increase from the previous year. As the City continues to produce transportation and street projects, these funds will likely continue to show a negative balance. Currently the

City is pending reimbursement for the Tully Road and Hughson Avenue projects. City staff will continue to monitor and report the status of these reimbursements as the funds become available.

Fiscal Impact:

As of January 2016, the total cash and investments balance for the City of Hughson is \$13,398,243.10. This compares to January 2015's total cash and investments balance of \$11,775,197.53 demonstrating a \$1,623,045.57 or a 13.78% increase.

**City of Hughson
Treasurer's Report
January 2016**

	MONEY MARKET	GENERAL	REDEVELOPMENT**	TOTAL
Bank Statement Totals	\$ 9,765,619.94	\$ 1,095,910.56	\$ -	\$ 10,861,530.50
Adjustment-Direct Deposit Payroll	\$ -			\$ -
Outstanding Deposits +			\$ -	\$ -
Outstanding Checks/transfers -	\$ 27,121.34	\$ (72,664.45)	\$ -	\$ (45,543.11)
ADJUSTED TOTAL	\$ 9,792,741.28	\$ 1,023,246.11	\$ -	\$ 10,815,987.39
Investments: Various				\$ 1,043,450.07
Multi-Bank WWTP				\$ 1,459,896.40
Investments: L.A.I.F.		\$ 39,517.46	\$ 39,391.78	\$ 78,909.24

TOTAL CASH & INVESTMENTS **\$ 13,398,243.10**

Books - All Funds	January 2015	January 2016	Difference	% of Variance
2 Water/Sewer Deposit	54,719.61	58,496.22	3,776.61	6.90%
5 AB939 Source Reduction	0.00	0.00	0.00	0.00%
8 Vehicle Abatement	12,593.55	13,440.97	847.42	6.73%
11 Traffic Congestion Fund	116,781.60	128,811.93	12,030.33	10.30%
13 Redevelopment - Debt Service	221,504.99	209,891.12	-11,613.87	-5.24%
17 Federal Officer Grant	6,620.00	6,620.00	0.00	0.00%
18 Public Safety Realignment	32,351.76	35,722.01	3,370.25	10.42%
19 Asset Forfeiture	6,995.43	6,995.43	0.00	0.00%
25 Gas Tax 2106	-14,507.51	-18,033.78	-3,526.27	24.31%
30 Gas Tax 2107	16,573.52	19,716.17	3,142.65	18.96%
31 Gas Tax 2105	31,971.22	45,448.06	13,476.84	42.15%
35 Gas Tax 2107.5	3,672.14	1,672.14	-2,000.00	-54.46%
40 General Fund	904,749.34	1,168,899.14	264,149.80	29.20%
401 General Fund Contingency Reserve	673,411.69	674,689.03	1,277.34	0.19%
43 Trench Cut	75,611.40	76,443.60	832.20	1.10%
48 Senior Community Center	7,926.66	10,578.63	2,651.97	33.46%
49 IT Reserve	65,856.40	88,048.12	22,191.72	33.70%
50 U.S.F. Resource Com. Center	862.38	3,384.52	2,522.14	292.46%
51 Self-Insurance	73,703.49	73,303.49	-400.00	-0.54%
52 CLEEP(California Law Enforcement Ec	0.00	0.00	0.00	0.00%
53 SLESF (Supplemental Law Enforceme	-25,144.57	-28,531.18	-3,386.61	13.47%
54 Park Project	479,959.30	554,664.26	74,704.96	15.56%
60 Sewer O & M	3,011,100.99	2,559,961.74	-451,139.25	-14.98%
61 Sewer Fixed Asset Replacement	2,557,948.13	3,013,957.45	456,009.32	17.83%
66 WWTP Expansion 2008	98,129.44	656,519.38	558,389.94	569.03%
69 LTF Non Motoriz	0.00	5,208.00	5,208.00	100.00%
70 Local Transportation	161,420.67	135,679.41	-25,741.26	-15.95%
71 Transportation	-302,410.87	-550,538.96	-248,128.09	82.05%
100/200 LLD's and BAD's	134,006.16	210,600.94	76,594.78	57.16%
80 Water O & M	205,804.16	313,092.41	107,288.25	52.13%
82 Water Fixed Asset Replacement	612,779.21	823,443.20	210,663.99	34.38%
88 PW CDBG Street Project	-208,579.92	-200,792.25	7,787.67	-3.73%
80 Water Reserve-USDA GRANT	21,524.50	21,524.50	0.00	0.00%
90 Garbage/Refuse	150,320.21	97,328.62	-52,991.59	-35.25%
92 98-EDBG-605 Small Bus. Loans	93,595.60	93,595.60	0.00	0.00%
94 96-EDBG-438 Grant	403.43	403.43	0.00	0.00%
95 94-STBG-799 Grant	159,205.08	161,234.65	2,029.57	1.27%
96 HOME Program Grant (FTHB)	35,041.19	35,041.19	0.00	0.00%
97 96-STBG-1013 Grant	194,359.67	196,896.54	2,536.87	1.31%
98 Cal Home Rehab	40,000.00	40,000.00	0.00	0.00%
Developer Impact Fees ***	2,064,337.48	2,654,827.37	590,489.89	28.60%
TOTAL ALL FUNDS:	11,775,197.53	13,398,243.10	1,623,045.57	13.78%
Break Down of Impact Fees ***				
10 Storm Drain	272,700.51	256,604.57	-16,095.94	-5.90%
20 Community Enhancement	73,097.00	100,292.79	27,195.79	37.21%
41 Public Facilities Development	1,340,821.61	1,457,818.96	116,997.35	8.73%
42 Public Facilities Development-Streets	-445,837.49	-214,718.63	231,118.86	-51.84%
55 Parks DIF	388,310.98	418,348.80	30,037.82	7.74%
62 Sewer Developer Impact Fees	933,616.10	951,411.32	17,795.22	1.91%
81 Water Developer Impact Fees	-498,371.23	-314,930.44	183,440.79	-36.81%
Break Down of Impact Fees ***	2,064,337.48	2,654,827.37	590,489.89	28.60%

I hereby certify that the investment activity for this reporting period conforms with the Investment Policy adopted by the Hughson City Council, and the California Government Code Section 53601. I also certify that there are adequate funds available to meet the City of Hughson's budgeted and actual expenditures for the next six months.

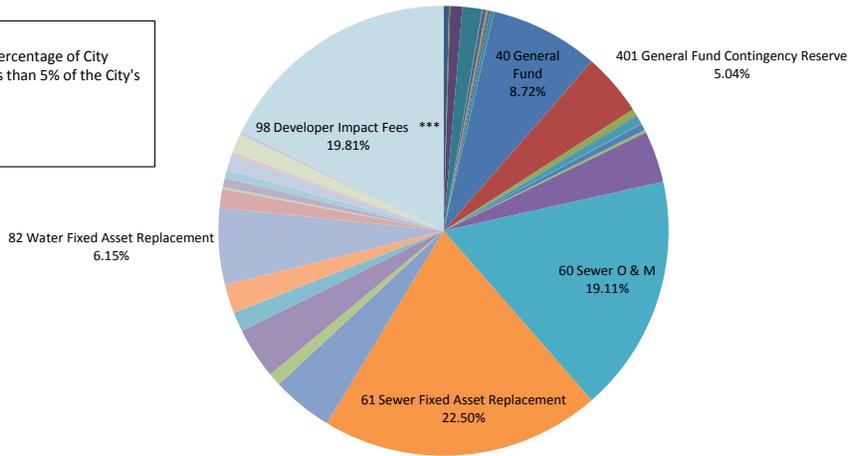
John Padilla, Treasurer

Date

Treasurer's Report - Charts and Graphs
January 2016

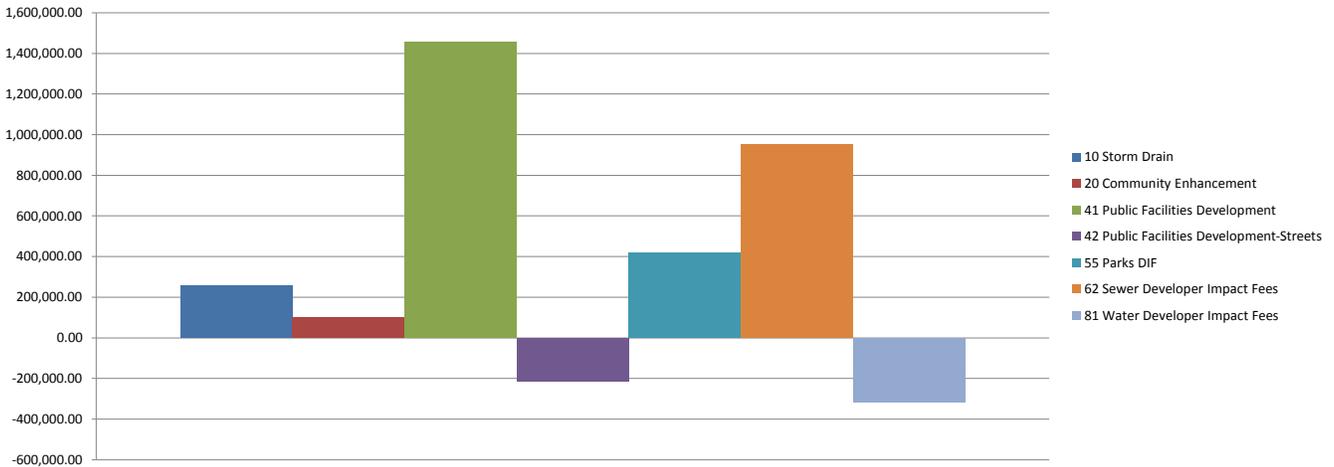
Percentage of all Funds for January 2016

Note:
Data displayed represents largest percentage of City funds. All other funds represent less than 5% of the City's total Cash and Investments.



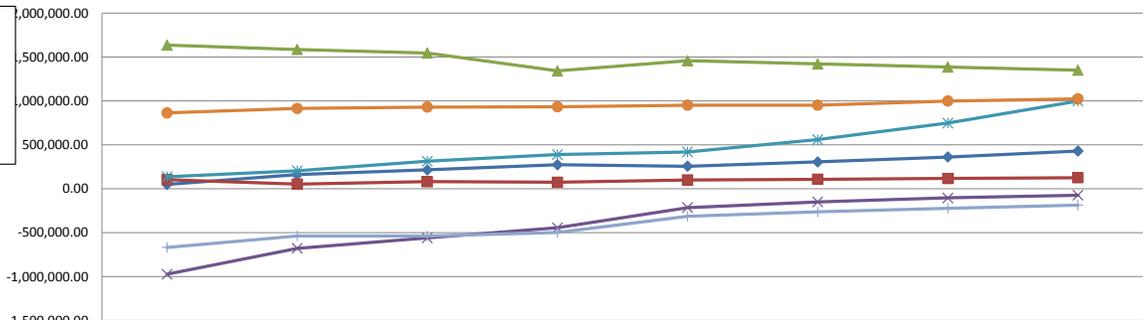
- 2 Water/Sewer Deposit
- 13 Redevelopment - Debt Service
- 25 Gas Tax 2106
- 40 General Fund
- 49 IT Reserve
- 53 SLESF (Supplemental Law Enforcement Services Fund)
- 66 WWTP Expansion 2008
- 100/200 LLD's and BAD's
- 80 Water Reserve-USDA GRANT
- 95 94-STBG-799 Grant
- 5 AB939 Source Reduction
- 17 Federal Officer Grant
- 30 Gas Tax 2107
- 401 General Fund Contingency Reserve
- 50 U.S.F. Resource Com. Center
- 54 Park Project
- 69 LTF Non Motoriz
- 80 Water O & M
- 90 Garbage/Refuse
- 96 HOME Program Grant (FTHB)
- 8 Vehicle Abatement
- 18 Public Safety Realignment
- 21 Gas Tax 2105
- 43 Trench Cut
- 51 Self-Insurance
- 60 Sewer O & M
- 70 Local Transportation
- 82 Water Fixed Asset Replacement
- 92 98-EDBG-605 Small Bus. Loans
- 97 96-STBG-1013 Grant
- 11 Traffic Congestion Fund
- 19 Asset Forfeiture
- 35 Gas Tax 2107.5
- 48 Senior Community Center
- 52 CLEEP(California Law Enforcement Equipment Program)
- 61 Sewer Fixed Asset Replacement
- 71 Transportation
- 88 PW CDBG Street Project
- 94 96-EDBG-438 Grant
- 98 Cal Home Rehab

January 2016 Breakdown of Developer Impact Fees



5 Year Trend & Estimate for Developer Impact Fees for the Month of January

Note:
Calculated estimations are based on each fund's average annual rate of change.



Category	2012	2013	2014	2015	2016	2017	2018	2019
Storm Drain	48,913.27	159,014.57	213,631.89	272,700.51	256,604.57	304,585.06	361,537.05	429,138.05
Community Enhancement	103,972.61	52,619.77	79,639.77	73,097.00	100,292.79	108,052.54	116,412.68	125,419.64
Public Facilities Development	1,635,239.33	1,586,188.44	1,544,747.83	1,340,821.61	1,457,818.96	1,421,053.96	1,385,216.14	1,350,282.12
Public Facilities Development-Streets	-974,171.33	-678,724.33	-559,747.33	-445,837.49	-214,718.63	(150,277.80)	(105,176.79)	(73,611.39)
Parks DIF	136,475.02	203,093.10	312,365.76	388,310.98	418,348.80	559,192.23	747,452.72	999,093.94
Sewer Developer Impact Fees	863,362.48	914,471.41	930,041.51	933,616.10	951,411.32	951,412.34	999,151.32	1,023,912.26
Water Developer Impact Fees	-668,417.25	-537,208.94	-539,240.31	-498,371.23	-314,930.44	(264,826.08)	(222,693.15)	(187,263.43)



CITY OF HUGHSON AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Adoption of Resolution No. 2016-04, Approving and Authorizing the Submission of the 2015/2016 Local Transportation Fund Claim to the Stanislaus Council of Governments (StanCOG)
Presented By: Lisa Whiteside, Finance Manager
Approved By: _____

Staff Recommendation:

1. Adopt Resolution No. 2016-04, approving and authorizing the submission of the Local Transportation Funds (LTF) Claim to the Stanislaus Council of Governments (StanCOG).
2. Authorize the City Manager to execute and submit the City of Hughson Local Transportation Fund (LTF) Claim for Fiscal Year 2015/2016, in the amount of \$72,464

Background and Overview:

The California Legislature, looking to improve existing public transportation services and encourage regional transportation coordination, passed the Transportation Development Act (TDA) of 1971. This law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans.

The TDA provides two funding sources:

1. Local Transportation Fund (LTF), which is derived from a ¼ cent of the general sales tax collected statewide.
2. State Transit Assistance fund (STA), which is derived from the statewide sales tax on diesel fuel.

The State Board of Equalization, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF.

Discussion:

Each year the City Council of the City of Hughson is required to adopt a resolution to approve the City's Local Transportation Fund claims, which are distributed through the Stanislaus Council of Governments (StanCOG).

In the Stanislaus region, TDA law allows local agencies to use LTF funds on local streets and roads, provided that all unmet transit needs that are found "reasonable to meet" are funded. If there are funds remaining, they can be used for local road projects, such as street improvement, sidewalk installation and repair, and bicycle facilities.

The item before the City Council is a request for approval to submit the Local Transportation Fund Claim. Once the Hughson City Council approves the claim it will be submitted to the StanCOG Policy Board for approval. This process will allow the City to obtain its allocation of Local Transportation Funding.

Fiscal Impact:

This process is required for the City of Hughson to receive the Fiscal Year 2015/2016 allocation of \$72,464 of Local Transportation Funding.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2016-04

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
APPROVING AND AUTHORIZING THE SUBMISSION OF THE 2015/16
TRANSPORTATION FUND (LTF) CLAIM AND AUTHORIZING THE CITY
MANAGER TO EXECUTE AND SUBMIT THE CLAIM ON BEHALF OF THE CITY**

WHEREAS, each year the City Council of the City of Hughson is required to adopt a resolution to approve the City's Local Transportation Fund claims, which are distributed through the Stanislaus Council of Governments (StanCOG); and

WHEREAS, the Hughson City Council has established priorities for construction/improvement projects; and

WHEREAS, the Stanislaus Council of Governments (StanCOG) has informed the City, per the Transit Cost Sharing Procedures, that the City's Local Transportation Fund allocation is **\$72,464** for Fiscal Year 2015/2016.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson hereby approves the Fiscal Year 2015/2016 LTF Claim, and authorizes the City Manager to execute and submit the Claim as attached on behalf of the City of Hughson to the Stanislaus Council of Governments.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting held on this 14th day of March 2016 by the following roll call votes:

AYES:

NOES:

ABSTENTION:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

LISA WHITESIDE, Temporary City Clerk

**TRANSPORTATION DEVELOPMENT ACT
LOCAL TRANSPORTATION FUND
CLAIM FOR FISCAL YEAR 2015/16 OTHER PURPOSES**

TO: Stanislaus Council of Governments
1111 I Street, Suite 308
Modesto, CA 95354

FROM: Applicant: City of Hughson
Address: P.O. Box 9
City Hughson, CA Zip: 95326
Contact Person: Raul Mendez Phone: 209-883-4054
E-mail Address: mmendez@hughson.org Fax: 209-883-2638

The City of Hughson hereby requests, in accordance with the Transportation Development Act and applicable rules and regulations, that its claim for other purposes be approved in the amount of \$ 72,464 for fiscal year 2015/16, to be drawn from the Local Transportation Fund.

When approved, please transmit this claim to the County Auditor for payment. Approval of the claim and payment by the County Auditor to this applicant is subject to such monies being on hand and available for distribution, and to the provisions that such monies will be used only in accordance with the terms contained in the approving resolution to the Stanislaus Council of Governments.

The claimant certifies that this Local Transportation Fund claim and the financial information contained therein is reasonable and accurate to the best of my knowledge and conforms with the requirements of the Transportation Development Act and applicable rules and regulations.

Submitted by: Raul Mendez
Title: City Manager
Date: _____

StanCOG Board of Directors:

Date of approval: _____
Resolution #: _____

StanCOG Approving Authority

**LOCAL TRANSPORTATION FUND
CLAIM FOR OTHER PURPOSES
FY 2015/16**

TABLE 1

1.	Planning, Local --PUC 99262/99402	\$	-
2.	Transit _____ *	\$	-
3.	Streets and Roads --PUC 99400 (a)	\$	67,198
4.	Nonmotorized - 2% LTF funds --PUC 99233.2/99234	\$	5,266
5.	Nonmotorized - Other LTF funds --PUC 99233.2/99234	\$	-
6.	TOTAL CLAIM	\$	72,464

<i>This table is to be filled out by StanCOG staff</i>			
City of Hughson			
Total LTF available to be claimed for other purposes:			
FY 2015/16 Nonmotorized apportionment	\$		5,151
FY 2014/15 Nonmotorized supplemental	\$		115
Total 2% Nonmotorized	\$		5,266
FY 2015/16 Other Purposes apportionment	\$		58,859
FY 2014/15 Other Purposes supplemental	\$		8,339
Total Other Purposes	\$		67,198
Total available to be claimed at this time	\$		72,464

* If you have proposed transit expenditures, please fill in the appropriate PUC Code.

NONMOTORIZED PROJECTS FY 2015/16

(Use additional forms if necessary)

TABLE 2 BREAKDOWN BY PROJECT

BRIEFLY DESCRIBE PROJECTS AND EXPENDITURES INCLUDED IN THE 3 YEAR PERIOD BELOW										
ID	PROJECT TITLE	MODE			FOR BIKE PROJECTS ONLY		2013/14 ACTUAL EXPENDITURES	2014/15 ESTIMATED EXPENDITURES	2015/16 CLAIM	ACTUAL / ESTIMATED EXPENDITURES FOR 3 YEAR PERIOD
		B I K E	P E D	P L A N	PROJECT IN StanCOG's BIKE PLAN *	PROJECT IN CITY/CO BIKE PLAN *				
	Update of Nonmotorize Plan						\$0.00	\$0.00	\$0.00	\$0.00
	Charles St. Bike Lane Striping	x			Yes		\$5,035.00	\$0.00	\$10,474.00	\$15,509.00
							\$0.00	\$0.00	\$0.00	\$0.00
							\$0.00	\$0.00	\$0.00	\$0.00
							\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FUNDS APPROPRIATED TO PROJECTS							\$5,035.00	\$0.00	\$10,474.00	\$15,509.00

TABLE 3 BREAKDOWN BY CATEGORY

RECORD LTF FUNDS ONLY							
	% of Total Expenditures	2011/12 Actual	2012/13 Actual	2013/14 Actual	2014/15 Estimate	2015/16 Claim	5 Year Total
Bicycle facilities	100.00%	\$3,878.00	\$4,808.00	\$5,035.00	\$0.00	\$10,474.00	\$24,195.00
Pedestrian facilities	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Preparation of Bicycle Plan	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL AMOUNT OF BIKE/PED EXPENDITURES		\$3,878.00	\$4,808.00	\$5,035.00	\$0.00	\$10,474.00	\$24,195.00

DOES THIS CLAIM MEET THE MINIMUM 50% BICYCLE EXPENDITURE STANCOG PERFORMANCE STANDARD? YES

StanCOG 50% bicycle expenditure requirement: The 5 year bicycle expenditures must be 50% or greater.

TABLE 4 FUNDS HELD IN RESERVE AT JURISDICTION

RECORD LTF FUNDS ONLY				
	2011/12	2012/13	2013/14	2014/15
Fiscal year beginning fund balance	\$0.00	\$0.00	\$0.00	\$0.00
Plus fiscal year 2% nonmotorized claim	\$3,878.00	\$4,808.00	\$5,035.00	\$5,208.00
Plus interest	\$0.00	\$0.00	\$0.00	\$0.00
Minus nonmotorized expenditures	(\$3,878.00)	(\$4,808.00)	(\$5,035.00)	\$0.00
Fiscal year ending fund balance	\$0.00	\$0.00	\$0.00	\$5,208.00

1. Prior year(s) LTF carryover held by jurisdiction applied towards FY 2015/16 Nonmotorized claim (TABLE 4)	\$5,208
2. Interest earned on previously paid LTF funds held by jurisdiction (required by State law) (TABLE 4)	\$0
3. FY 2015/16 Nonmotorized 2% funds applied towards FY 2015/16 projects (must match Page 2, Line 4)	\$5,266
4. FY 2015/16 Other LTF funds applied towards Nonmotorized claim (must match Page 2, Line 5)	\$0
5. FY 2015/16 Nonmotorized 2% funds to be held at StanCOG	\$0
6. Total of lines #1 through #5 above	\$10,474

*** SEE PAGE 3b FOR NONMOTORIZED REGULATIONS/POLICIES AND NOTES**

NONMOTORIZED PROJECTS
FY 2015/16
(Continued)

NONMOTORIZED REGULATION/POLICY REMINDERS:

- A. State law allows a jurisdiction to use LTF to update a Bicycle Action Plan once every five years (PUC 99234(h)).
- B. State law allows a jurisdiction to use up to 20% of the amount available each year to restripe Class II bicycle lanes (PUC 99234(h)).
- C. State law allows a jurisdiction to use up to 5% of the amount available each year to supplement moneys from other sources to fund bicycle safety education programs, but the funds shall not be used to fully fund the salary of any one person (PUC 99233.3).
- D. All funds must be spent within five years of receipt. Over the five-year period shown in Table 3, at least 50% of funds must be spent for bicycle purposes. StanCOG will not allocate funds to any jurisdiction which is in violation of these policies.

NOTES:

- * By StanCOG policy, all bike projects must appear in either StanCOG's Bicycle Action Plan, or in a City or County bicycle plan, to be eligible for LTF funding.
- ** Beginning with FY 2003/04, nonmotorized funds will only be allocated by StanCOG for specific projects. If no project is identified, funds will be held in reserve at StanCOG for eventual use by that jurisdiction.

**ANNUAL PROJECT AND FINANCIAL PLAN
PROJECTS FOR OTHER PURPOSES
FY 2015/16**

(Use additional forms as necessary)

TABLE 5

Briefly describe all proposed projects and indicate proposed project expenditures					
Project Title & Brief Description	Will this Project add new travel lanes? Yes or No	Will this Project use Federal Funds? Yes or No	Is this Project consistent with the RTP Yes or No	Total Project Cost	LTF Funds Utilized
Fox Rd Project	No	No	Yes	\$ 408,000	\$ 67,198
TOTAL				408,000.00	67,198.00

1. LTF carryover applied towards FY 2015/16 Other Purposes	
2. Interest earned on LTF carryover (required by State law)	-
3. FY 2015/16 apportionment applied towards FY 2015/16 Other Purposes	67,198.00
4. Total of Lines 1, 2 and 3 above	67,198.00



CITY COUNCIL AGENDA ITEM NO. 3.5

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Adoption of Resolution No. 2016-05, Adopting the City of Hughson's American's with Disabilities Act (ADA) Service Request/Complaint Process and Form
Enclosure: City of Hughson ADA Complaint Procedures
City of Hughson ADA Complaint Form
Presented By: Jaylen French, Community Development Director
Approved By: _____

Staff Recommendation:

Adopt Resolution No. 2016-05, adopting the City of Hughson's American's with Disabilities Act (ADA) Service Request/Complaint Process and Form.

Background and Overview:

On July 26, 1990, the United States Congress enacted Title II of the Americans with Disabilities Act (ADA). This Federal law requires that municipalities provide disabled persons access to its services, programs, and activities. Regulations implementing the law set forth standards for what constitutes discrimination on the basis of mental or physical disability, providing a definition of disability and qualified individual with a disability, and establishing a complaint mechanism for resolving these barriers (28 CFR 35).

Title II extends the prohibition on discrimination established by section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, to all activities of State and local governments regardless of whether these entities receive Federal financial assistance.

Further, the California Department of Transportation (Caltrans) requires that each local agency address ADA accessibility issues in a three (3) step process. This is the first step in said process. The next two steps, which will be completed over the next several years will be to self-assess ADA accessibility issues and begin planning and budgeting for these improvements. The final step is to construct the improvements. Caltrans could, if not addressed, withhold funding which is administered through the State.

Discussion:

The City of Hughson is dedicated to ensuring that all City programs, services, benefits, activities and facilities operated or funded by the City are fully accessible to and useable by all residents or visitors to the City.

The Community Development Department oversees the implementation and local enforcement of the City's obligations under the ADA and other Federal and State disability civil rights laws and accessibility laws.

The City ADA Service Request / Complaint Process describes the process by which an individual can file an ADA related service request or complaint. Individuals who desire an accommodation or modification to a program, service or activity of the City may complete the Service Request / ADA Complaint Form as a written request for accommodation or barrier removal with the Community Development Department.

The City will make every effort to address urgent or time-sensitive matters immediately. In all other cases, after reviewing the matter, if the City needs time to provide the service or remedy the barrier requested, the City will provide notification of what action the City proposes and in what timeframe.

Fiscal Impact:

There is no direct fiscal impact associated with the adoption of this mandatory ADA Service Request / Complaint Process and Form.

Costs associated with ADA related improvements required will occur and will come from various funds, including the General Fund, Community Enhancement and others depending on the type and location of the needed improvements.

CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2016-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON ADOPTING
THE CITY OF HUGHSON'S AMERICAN'S WITH DISABILITIES ACT (ADA) SERVICE
REQUEST / COMPLAINT PROCESS AND FORM**

WHEREAS, on July 26, 1990, the United States Congress enacted Title II of the Americans with Disabilities Act (ADA). This federal law requires that municipalities provide disabled persons access to its services, programs, and activities; and

WHEREAS, the California Department of Transportation (Caltrans) requires that each local agency address ADA accessibility issues in a three (3) step process; this being the first step in said process; and

WHEREAS, the City of Hughson is dedicated to ensuring that all City programs, services, benefits, activities and facilities operated or funded by the City are fully accessible to and useable by all residents or visitors to the City; and

WHEREAS, the City ADA Service Request / Complaint Process describes the process by which an individual can file an ADA related service request or complaint; and

WHEREAS, individuals who desire an accommodation or modification to a program, service or activity of the City may complete the Service Request / ADA Complaint Form as a written request for accommodation or barrier removal with the Community Development Department; and

NOW, THEREFORE, BE IT RESOLVED that the Hughson City Council does hereby adopts the attached City of Hughson American's with Disabilities Act (ADA) Service Request / Complaint form and process.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting on this 14th day of March 2016 by the following roll call votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

LISA WHITESIDE, Temporary City Clerk



City of Hughson

Service Request / ADA Complaint Process

The City of Hughson is dedicated to ensuring that all City programs, services, benefits, activities and facilities operated or funded by the City are fully accessible to and useable by those with disabilities.

The Community Development Department oversees the implementation and local enforcement of the City's obligations under the Americans with Disabilities Act (ADA) and other federal and state disability civil rights laws and accessibility laws.

SERVICE REQUEST / ADA COMPLAINT PROCESS

Service Request

Individuals who desire an accommodation or modification to a program, service, or activity of the City may complete the Service Request / ADA Complaint Form as a written Request for Accommodation or Barrier Removal with the Community Development Department.

The City will make every effort to address urgent or time-sensitive matters immediately. After reviewing the matter, if the City needs time to provide the service or barrier removal requested, the City will provide notification of what action the City proposes and in what time frame.

Requests or complaints can be made directly to the Community Development Director, Jaylen French by email at JFrench@hughson.org or phone at (209) 883-4054.

Formal Complaint Process

Complaints should be filed within 180 days from the date the complainant becomes aware of the problem.

Complaints should include the following information, if available:

- Name, address, and telephone number or e-mail address of the complainant or complainant's representative.
- A brief description of the alleged violation, the location of the alleged violation, dates of violation and names and contact information of any contact persons or witnesses.
- Any supporting evidence, such as photographs, diagrams, letters, policies or other documents which indicate the nature of the alleged violations and any attempts that have been made to resolve the issue.
- Any suggested proposals to resolve the complaint.

Service Request / ADA Complaint Process (cont.)

A letter acknowledging receipt of the complaint will be sent to the complaining party within five (5) business days of receipt of the complaint. The Community Development Director will oversee investigation of the complaint, which will be completed within thirty (30) days of receipt of the complaint.

Upon completion of the investigation, the Community Development Director, or his/her designee, will advise the complaining party of the result of the investigation in writing. If it is determined that any of the violations alleged in a complaint are unfounded, the City will include the factual and legal basis for that determination in the letter.

In the event that the investigation determines that there is a violation of state or federal disabled access laws and regulations, a final resolution, which will include a proposed remedy and timeline for the remedy, will be reached with respect to such ADA Complaint Process within ninety (90) days from confirmation of the violation.

The complainant can appeal the decision to the Planning Commission in instances where he or she is dissatisfied with the resolution. The request for appeal should be made within ten (10) days of receipt of the City's response to the complaint to the Community Development Director.

The Community Development Director shall maintain the files and records of the City of Hughson, relating to the complaints filed, for a period of three (3) years. Copies of complaints may be requested from the Community Development Director in accordance with the California Public Records Act. Names and addresses of the complainants will be redacted to protect the individuals' privacy rights, if copies of complaints are produced.

The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies, such as the filing of an ADA complaint with the responsible state or federal department or agency. Use of this complaint procedure is not a prerequisite to the pursuit of other remedies.

If assistance in the filing of a complaint is needed, contact the Community Development Director as listed above.



City of Hughson

Service Request / ADA Complaint Form

Complainant: _____

Person Preparing Complaint (if different from Complainant): _____

Relationship to Complainant (if different from Complainant): _____

Street Address (Apt. No.): _____

City: _____ State: _____ Zip: _____

Phone: (____) _____ E-mail: _____

Please provide a complete description of the specific service request or complaint:

Please specify any location(s) related to the service request or complaint (if applicable):

Please state what you think should be done to resolve the request or complaint:

Please attach additional pages as needed.

Signature: _____ Date: _____

Return to:

Community Development Director
7018 Pine Street | PO Box 9
Hughson, California 95326

Upon request, reasonable accommodation will be provided to assist completing this form, or copies of the form will be provided in alternative formats if needed. Please contact the Community Development Director at the address listed above or via telephone (209) 883.4054.



CITY OF HUGHSON AGENDA ITEM NO. 3.6

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Approval of Set the Terms of the Interfund Loan between the Water Fixed Asset Replacement Fund and the Water Fund and Adopt Resolution No. 2016-06, Authorizing Full Payment of the Installment Purchase Agreement to the United States of America, Department of Agriculture, Rural Utilities Service
Presented By: Shannon Esenwein, Director of Finance
Approved By: _____

Staff Recommendation:

1. Approve the terms of the interfund loan from the Water Fixed Asset Replacement Fund to the Water Fund.
2. Adopt Resolution No. 2016-06, authorizing the full payment of the Installment Purchase Agreement to the United States of America, Department of Agriculture, Rural Utilities Service.

Background and Discussion:

On May 20, 2015, the Budget and Finance Subcommittee directed City staff to look at utilizing cash to pay down debt. On May 26, 2015, the City Council directed staff to review early debt repayment options. On October 26 and November 23, 2015, staff presented debt reduction options to the City Council. At that time, the City Council approved an Interfund Loan Policy allowing the City to provide short term loans, not to exceed 5 years, between funds.

Currently, the City of Hughson has a debt service to the United States of America, Department of Agriculture, Rural Utilities Services (USDA Water Loan) with a principal loan balance of \$390,000. The terms of the loan are 4.50% interest and a maturity date of April 1, 2037.

City staff recommends initiating an interfund loan between the Water Fixed Asset Replacement Fund (82) and the Water Operations and Maintenance Fund (80) in the amount of \$380,000. This amount is comprised of the current principal balance of \$390,000 less the principal payment of \$10,000 budgeted in Fiscal Year 2015-2016. As of December 31, 2015, the current Local Agency Investment Fund (LAIF) quarterly apportionment rate is 0.37%. City staff recommends using the LAIF interest rate as of December 31, 2015 as the interest rate for the interfund

loan. Exhibit "A" details the terms of the interfund loan and the debt service amortization schedule.

As of January 31, 2016, the cash balance of Fund 82 – Water Fixed Asset Replacement Fund is \$822,958. If the interfund loan is approved, the anticipated fund balance for Fund 82 will be approximately \$535,000 on June 30, 2016. The approval of the interfund loan and the full payment of the USDA Water Loan in the amount of \$390,000 plus accrued interest will save the water fund approximately \$214,000.

Fiscal Impact:

The fund balance of Fund 82 - Water Fixed Asset Replacement will reduce by \$380,000 if this item is approved as recommended. By using available cash from Fund 82 to pay off the USDA Loan, the approximate interest savings to the Water Fund will be \$214,000.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2016-06

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
AUTHORIZING AND DIRECTING PREPAYMENT OF THE INSTALLMENT
PURCHASE AGREEMENT WITH THE UNITED STATES OF AMERICA,
DEPARTMENT OF AGRICULTURE, RURAL UTILITIES SERVICE**

WHEREAS, the City Council of the City of Hughson entered into a purchase of certain property through a Certificate of Participation, pursuant to an Installment Purchase Agreement, No. R-001 on September 26, 1997, for the purposes of obtaining a loan for the 1997 Water System Improvement Project; and

WHEREAS, the Installment Purchase Agreement is secured solely from Net Water Revenues; and

WHEREAS, the City makes semi-annual payments of interest and annual payments of principal, with the final payment due in April 2037; and

WHEREAS, the Certificates of Participation can be redeemed by mailing a redemption notice at least thirty days prior to the date fixed for redemption; and

WHEREAS, the governing body of the City of Hughson has determined to prepay the Installment Purchase Agreement and thereby (1) avoid additional interest charges which would otherwise accrue over time, and (2) effectuate a release of the lien currently held upon the Pledged Revenues:

NOW THEREFORE, BE IT RESOLVED:

1. City staff is hereby authorized and directed to redeem the Certificates of Participation pursuant to an Installment Purchase Agreement with the United States of America, Department of Agriculture, Rural Utilities Service, including all outstanding principal and accrued interest on April 12, 2016. Such redemption shall be made from legally available funds of the Water Fund. City staff is hereby authorized to take such actions as may be required or desirable in furtherance of the prepayment authorized hereunder.

2. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 14th day of March, 2016 by the following roll call votes:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

LISA WHITESIDE, Temporary City Clerk

CITY OF HUGHSON
INTERFUND LOAN TERM SHEET AND AMORTIZATION SCHEDULE
EXHIBIT A

Date of City Council Approval March 14, 2016

Purpose: The Interfund loan proceeds shall be used for the purpose of paying off the debt service incurred for the 1997 Water System Improvement Project with the United States of America, Department of Agriculture, Rural Utilities Service

Borrower Water Operations & Maintenance Fund (80)

Lender Water Fixed Asset Replacement Fund (82)

Amount Three Hundred and Eighty Thousand Dollars (\$380,000)

Interest LAIF Interest rate as of December 31, 2015 (0.37%) using simple interest

Maturity The Interfund Loan will be repaid in full no later than April 1, 2021

Prepayment Borrower has the right to prepay all or part of the outstanding loan amount at any time without penalty

Security Net Revenues of the Water Enterprise

Interfund Loan Debt Service Schedule
Payable from the Water Fund (80)
to the Fixed Asset Water Replacement Fund (82)

Payment Date	Interest Rate	Principal Due	Interest Due	Total Payment	Principal Balance
4/1/2017	0.0037	76,000.00	1,406.00	77,406.00	304,000.00
4/1/2018	0.0037	76,000.00	1,124.80	77,124.80	228,000.00
4/1/2019	0.0037	76,000.00	843.60	76,843.60	152,000.00
4/1/2020	0.0037	76,000.00	562.40	76,562.40	76,000.00
4/1/2021	0.0037	76,000.00	281.20	76,281.20	-
		380,000.00	4,218.00	384,218.00	



CITY OF HUGHSON AGENDA ITEM NO. 3.7

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Consideration of Resolution No. 2016-07, Accepting the Hughson Avenue Improvement Project and Authorizing the City Clerk to File a Notice of Completion
Presented By: Martha Serrato, Accounting Technician II

Approved: _____

Staff Recommendation:

Adopt Resolution No. 2016-07, accepting the Hughson Avenue Improvement Project and authorizing the City Clerk to file a Notice of Completion (NOC).

Background:

At its regularly scheduled meeting of July 27, 2015, the Hughson City Council awarded a contract for the Hughson Avenue Improvement Project to low bidder McFadden Construction, Inc. in the amount of \$131,975. The City Council also authorized a \$13,197.50 (10%) contingency and a \$13,197.50 (10%) set-aside for construction testing and inspection for a total of \$158,370.

Discussion:

The Hughson Avenue Improvement Project consisted of the complete reconstruction of Hughson Avenue easterly of 7th Street, as well as the installation of new sidewalks on the north side of the roadway.

Additional work was added to the original contract scope in agreement with the Hughson Unified School District (HUSD) for the re-pavement of the five (5) stall parking lot, and sidewalk replacement in school district property. The Hughson Unified School District agreed to share in the cost of the additional work which totaled \$16,687.12. Recently, the City of Hughson received a check for HUSD's share (\$7,013.11) of the work.

The project is now complete. Should the City Council accept the improvements, the next step is to file a Notice of Completion with the Stanislaus County Clerk-Recorder.

Fiscal Impact:

The total project cost was \$150,247.19. Monies in the amount of \$173,370 were budgeted in the City of Hughson Fiscal Year 2015-2016 Final Budget: \$158,370 in Fund 88 Public Works Street Projects – CDBG and \$15,000 in Fund 40 General Fund-Street Maintenance.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION NO. 2016-07

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
ACCEPTING THE HUGHSON AVENUE IMPROVEMENT PROJECT AND
AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION**

WHEREAS, at its regularly scheduled meeting of July 27, 2015, the Hughson City Council awarded a contract for the Hughson Avenue Improvement Project in the amount of \$131,975 to low bidder McFadden Construction, Inc.; and

WHEREAS, the project consisted of the complete reconstruction of Hughson Avenue easterly of 7th Street as well as the installation of new sidewalks on the north side of the roadway; and

WHEREAS, additional work was added to the original contract scope in agreement with the Hughson Unified School District (HUSD) for the re-pavement of the five (5) stall parking lot, and sidewalk replacement in school district property; and

WHEREAS, the Hughson Unified School District agreed to equally split the cost of the additional work; and

WHEREAS, the project work has been inspected and found to be complete.

NOW THEREFORE BE IT RESOLVED that the Hughson City Council hereby accepts the Hughson Avenue Improvement Project and authorizes the City Clerk to File a Notice of Completion with the Stanislaus County Clerk-Recorder.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regular meeting held on this 14th day of March, 2016 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

MATT BEEKMAN, Mayor

LISA WHITESIDE, Temporary City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 3.8

SECTION 3: CONSENT CALENDAR

Meeting Date: March 14, 2016
Subject: Consideration to Waive the Fees Pertaining to the Use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2016 Regular Season
Enclosures: HYBS's Proposed Improvements
Presented By: Jaylen French, Community Development Director
Approved By: _____

Staff Recommendation:

1. Waive the fees pertaining to the use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2016 regular season.
2. Find that the waiver of the fees pertaining to the use of Rolland Starn Park/Keith Crabtree Field for Hughson Youth Baseball/Softball for the 2016 regular season is in the public interest.

Background and Overview:

The City Council previously adopted Resolution No. 2008-42 to establish the fee schedule for rental of use of Rolland Starn Park. This includes use of the baseball diamond named in memoriam of Keith Crabtree, a long standing member of the Hughson Parks and Recreation Commission. The fee for rental and use of Keith Crabtree Field by local nonprofit users is \$20 for three hours. The fee for use of the ball field lights is \$22 per hour. The fee schedule for Rolland Starn Park allows for the waiver of such fees through approval by the City Council and a finding that the request is in the public interest. Exclusive use of the ball fields have priority scheduling over other uses including public use on a first come first basis.

Hughson Youth Football and the Mexican American Baseball League are the predominant users of the Rolland Starn Park. General public use of the various amenities (baseball field, large covered picnic area, small covered picnic area and uncovered picnic areas) also occurs.

Discussion:

In preparation for the 2014 season, Hughson Youth Baseball/Softball (HYBS) inquired about the use of Keith Crabtree Field to allow HYBS to better

accommodate the number of games planned for the season which has expanded over the years. HYBS also anticipated using the lights at Keith Crabtree Fields a few times during the season to showcase games at night—a unique experience for local youth. Historically, HYBS has used Lebright fields for their league games.

HYBS requested a waiver for their inaugural use of Keith Crabtree Fields in exchange for improvements to the baseball diamond. The City Council approved the waiver in 2014 and in 2015 on the basis of the public interest served and the fact that the planned improvements exceeded what would be generated in the usage fees collected. Specifically, improvements made and costs incurred by HYBS were clay purchased for the infield and related labor, three base pins welded and inserted, the pitching mound and 20 yards of dirt for the field. In total, said improvements were estimated at over \$2,500.

The initial waiver request was for the 2014 season only. The Council has since approved a fee waiver for the 2015 season. City staff met with HYBS representatives last month to discuss the arrangement details for the 2016 season. Based on the registrations thus far, HYBS anticipates participation by local youth to exceed last year's totals. Opening day ceremonies for the 2016 season are scheduled for April 2, 2016.

HYBS is a local nonprofit which has a long standing history in the City of Hughson and through an arrangement with both Hughson Unified School District and the City of Hughson utilizes Lebright Fields annually through the baseball/softball season (April to June). Lebright Fields is used at a reduced rate in exchange for a commitment by HYBS making annual improvements to the baseball fields.

Keith Crabtree Field at Starn Park is maintained by the City. The partnership with HYBS will result in added improvements to the baseball diamond above and beyond what is typically done with existing City resources. The improvements can be enjoyed by not only HYBS but other park users throughout the year. The improved condition of the baseball diamond should help generate additional revenue through expanded usage and also encourage long standing users to continue to utilize the field due to its improved condition.

At its regularly scheduled meeting on Tuesday, March 8, 2016, the Hughson Parks and Recreation Commission unanimously recommended that the City Council waive the rental fees pertaining to the use of Rolland Starn Pak for the HYBS 2016 season and found that the waiver of the fees was in the public interest.

Fiscal Impact:

The revenue that would be generated through the use of Keith Crabtree Field by HYBS for the season is approximately \$580 not including usage for lights. The improvements to be made by HYBS are estimated at \$2,125 and include purchase of clay for the infield, labor to install the clay, base pins, improvements to pitching mound and 20 yards of dirt installed. The value of the improvements exceeds the estimated rental revenue by nearly 4 times.



HYB

Regarding: Work done at Starn Park

Receipts

Clay purchased at Westcoast for infield	\$1,200.00
Labor	\$400.00
Subtotal	\$1,600.00

No Receipts

3 base pins (welded and inserted underground)	\$200.00
Boys pitching mound	\$75.00
20 yards of dirt	\$250.00
Subtotal	\$525.00

Total \$2,125.00

Not added – Equipment used and fuel

**PO BOX 1654
HUGHSON, CA. 95326
HUGHSONYOUTHBASEBALL.INFO**



CITY COUNCIL AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date: March 14, 2016
Subject: Approval to Adopt Resolution No. 2016-08, Approving the Conversion of Two-Way Stops to Four-Way Stops at the Intersections of Fox Road/Charles Street and Whitmore Avenue/Tully Road
Presented By: Jaylen French, Community Development Director

Approved By: _____

Staff Recommendation:

Adopt Resolution No. 2016-08, approving the conversion of two-way stops to four-way stops at the intersection of Fox Road/Charles Street and Whitmore Avenue/Tully Road.

Background and Overview:

City staff and the City Council frequently receive comments, suggestions, complaints regarding the intersection of Fox Road and Charles Street. The comments concern the safety of the intersection for pedestrians, the speed at which vehicles travel and the fact that they do not need to stop at Charles Street traveling on Fox Road, a long and straight roadway, which encourages greater speed.

More recently, City staff has received comments, suggestions, complaints regarding the intersection of Whitmore Avenue and Tully Road. The comments concern the sight distance on Tully Road attempting to cross or turn onto Whitmore Avenue, the ability to turn left and right onto Tully Road and the ability of large trucks, which frequent this industrial area, to navigate the intersection.

Discussion:

Fox Road and Charles Street Intersection

Late last year, City staff commissioned an "all-way stop warrant analysis" for the intersection of Fox Road and Charles Street. Such analyses, review five (5) different guidelines, or criteria to determine if an all-way, or four-way, stop is

warranted. The report, which was completed on December 9, 2015, determined that a four-way stop was not warranted as four (4) of the five (5) criteria were satisfied. The other criteria were not applicable.

Since December, City staff has attempted to better understand the analysis, the methodology and approach of such analyses and if there was further recourse for the City in this regard.

City staff's first approach was to discuss the day and time in which the analysis was completed—Tuesday, November 17, 2015 from 7:15 to 8:15 am and 2:45 to 3:45 pm. This represents the peak times in the morning and in the afternoon. Staff inquired why the analysis wasn't performed on a weekend or during a sports season in which Lebright Fields are in use. According to the City Engineer, the analysis is supposed to represent the average day, not the peak day, because a four-way stop will be in place 24 hours a day, 7 days a week if installed, not just during these relatively few peak times.

Nevertheless, the City continues to receive comments regarding this intersection. City staff then inquired of the Engineer if the City Council could approve the four-way stop, despite the results of the analysis. It was confirmed that in fact the Council could, at their discretion, fully aware of the results of the analysis, approve the four-way stop if desired and the liability to the City would be minor as approving the four-way stop would be the more safety conscious action. Conversely, the Council could also deny a four-way stop that had met warrants, but this would be the less safety conscious action and therefore, the City could carry some liability.

Staff's recommendation, based on firsthand knowledge of the intersection—during peak times and non-peak times and in consideration of the numerous comments from the residents and the fact that this is a heavily traveled area by children for both school and sports, is to approve the four-way stop at this intersection.

Whitmore Avenue and Tully Road Intersection

City staff also receives comments regarding this intersection, although to a lesser degree than Fox Road and Charles Street. Based on these comments, City staff in coordination with the City Engineer informally reviewed the intersection and found several issues which affect safety, including: 1) the ability to adequately see traffic on Whitmore Avenue from the southern segment of Tully Road, 2) the misalignment of the intersection at all four segments, 3) the speed at which vehicles are traveling heading east on Whitmore, and 4) the width of the northern segment of Tully Road—although this is temporary. All of these issues are exacerbated by the fact that many large commercial trucks utilize these two roadways and intersection frequently.

As with the Fox Road and Charles Street intersection, City staff sought a proposal to perform a four-way stop warrants analysis on this intersection. The proposed cost was \$2,700. To be good stewards of tax payer dollars and due to City staff's strong belief that a four-way stop is an improvement for the safety and functionality of the intersection, City staff, after discussing with the City Engineer, is proposing

to forgo the warrants analysis for this intersection and is recommending that the Council approve the four-way stop. It is staff's opinion that a four-way stop will not only improve the operations of the intersection, but will help to slow travelers who are heading west on Whitmore from the rural and higher speeds portions of the roadway into the City near the increasingly bustling shopping center.

Fiscal Impact:

If approved, the installation of two (2) four-way stops at the subject intersections will require approximately \$400 in direct costs and approximately six (6) person hours of staff time. The adopted City of Hughson Fiscal Year 2015-16 Final Budget includes sufficient monies in fund 40-320-6101 (General Fund, Street Maintenance) for this purchase.

CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2016-08

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON APPROVING
THE CONVERSION OF TWO-WAY STOPS TO FOUR-WAY STOPS AT THE
INTERSECTIONS OF FOX ROAD/CHARLES STREET AND WHITMORE
AVENUE/TULLY ROAD**

WHEREAS, City staff and the City Council frequently receive comments, suggestions, complaints regarding the intersection of Fox Road and Charles Street. The comments concern the safety of the intersection for pedestrians, the speed at which vehicles travel and the fact that they do not need to stop at Charles Street traveling on Fox Road, a long and straight roadway, which encourages greater speed; and

WHEREAS, City staff has received comments, suggestions, complaints regarding the intersection of Whitmore Avenue and Tully Road. The comments concern the sight distance on Tully Road attempting to cross or turn onto Whitmore Avenue, the ability to turn left and right onto Tully Road and the ability of large trucks, which frequent this industrial area, to navigate the intersection; and

WHEREAS, in late-2015, the City commissioned an all-way stop warrant analysis for the Fox Road and Charles Street Intersection; however, the intersection did not satisfy the criteria in four (4) of the five (5) categories and the other was not applicable; and

WHEREAS, the City continues to receive comments regarding the Fox Road and Charles Street intersection and recommends based on firsthand knowledge of the intersection—during peak times and non-peak times and in consideration of the numerous comments from the residents and the fact that this is a heavily traveled area by children for both school and sports, the approval of the four-way stop at this intersection; and

WHEREAS, based on these comments, City staff in coordination with the City Engineer informally reviewed the intersection and found several issues which affect safety and operability, including: 1) the ability to adequately see traffic on Whitmore Avenue from the southern segment of Tully Road, 2) the misalignment of the intersection at all four segments, 3) the speed at which vehicles are traveling heading east on Whitmore, and 4) the width of the northern segment of Tully Road—although this is temporary. All of these issues are exacerbated by the fact that many large commercial trucks utilize these two roadways and intersection frequently; and

WHEREAS, City staff sought a proposal to perform a four-way stop warrants analysis on this intersection. The proposed cost was \$2,700. To be good stewards of tax payer dollars and due to City staff's strong belief that a four-way stop is an

improvement for the safety and functionality of the intersection, City staff, after discussing with the City Engineer, is proposing to forgo the warrants analysis for this intersection and is recommending that the Council approve the four-way stop; and

WHEREAS, it is staff's opinion that a four-way stop will not only improve the operations of the intersection, but will help to slow travelers who are heading west on Whitmore from the rural and higher speeds portions of the roadway into the City near the increasingly bustling shopping center.

NOW, THEREFORE, BE IT RESOLVED that the Hughson City Council does hereby affirm that the City of Hughson approve the conversion of two-way stops to four-way stops at the intersections of Fox Road/Charles Street and Whitmore Avenue/Tully Road.

PASSED AND ADOPTED by the City Council of the City of Hughson at its regularly scheduled meeting on this 14th day of March 2016 by the following roll call vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

LISA WHITESIDE, Temporary City Clerk



CITY COUNCIL AGENDA ITEM NO. 6.2

SECTION 6: NEW BUSINESS

Meeting Date: March 14, 2016
Subject: Approval of an Agreement with the Hughson Chamber of Commerce for Promotional and Notary Services
Presented By: Raul L. Mendez, City Manager

Approved By: _____

Staff Recommendation:

1. Approve an agreement with the Hughson Chamber of Commerce for Promotional and Notary Services.
2. Authorize the Mayor to execute the said agreement inclusive of an final edits by the City Attorney.

Background and Overview:

During its October 26, 2015 meeting, the Hughson Economic Development Committee considered a sponsorship request by the Hughson Chamber of Commerce for events scheduled for the upcoming year—Hughson Fruit and Nut Festival and the Hughson Christmas Festival. Due to the success of both events, the Chamber presented a promotional opportunity for the City of Hughson during the annual signature events. The EDC discussed the request and directed City staff to research how other cities fund local chamber activities.

City staff returned back to the EDC with their research and findings and noted that some of the cities surveyed fund local chamber activities through transient occupancy tax (TOT) receipts. TOT is charged in most states to travelers when renting accommodations in a hotel, inn, tourist home or house, motel or other lodging unless the stay is for a period of 30 days or more. It was noted that the City of Hughson does not generate revenue through this source due to lack of such accommodations within the City limits.

City staff indicated that in most cases a contractual agreement between the City and the Chamber of Commerce is the vehicle for such funding allocation provided that specific services are detailed and a general benefit is identified. City staff was directed to structure such an agreement and bring the item to the City Council for consideration and action.

Discussion:

The mission of the Hughson Chamber of Commerce is “to promote economic growth, to be the leading public policy advocate for business, to be a strategic partner in initiatives that improve the quality of life and economic well-being of our citizens and agricultural and city businesses. The Chamber will encourage business development and other association networking, providing members with useful information and services. We will be action oriented, responsive, and demonstrate outstanding leadership and integrity in our community.”

Following its annual retreat on January 11, 2016, the Hughson Chamber of Commerce Board of Directors outlined current initiatives and explored new services to be offered based on the needs of local businesses. Notary and Certificate of Origin services were two new services that the Board of Directors expressed interest to provide to members and the public going forward.

A Notary is a public officer or other person authorized to authenticate contracts, acknowledge deeds, take affidavits, protest bills of exchange, take depositions, etc. A Certificate of Origin (CO) is an important international trade document attesting that goods in a particular export shipment are wholly obtained, produced, manufactured or processed in a particular country. COs also constitute a declaration by the exporter.

The Hughson Chamber of Commerce began steps to initiate Notary and Certificate of Origin services from their location at 7012 Pine Street so that they are available both to members and non-members for a fee to cover the cost of providing the service. The Certificate of Origin is expected to be something that is utilized by local producers and will promote Hughson during the trading or exchange of goods.

These new services would complement current Chamber initiatives including but not limited to festivals (Hughson Fruit and Nut and Hughson Christmas), networking opportunities, business support, marketing, referrals, ribbon cuttings, education, etc.

The Agreement with the Hughson Chamber of Commerce for Promotional and Notary Services is included in full as an attachment to the staff report. The main elements are as follows:

Term: March 15, 2016 to March 15, 2017.
Extension: By Written Agreement.
Cost: \$5,000 (Paid in Two Equal Installments).
Services: VIP Stars Sponsorship of the Hughson Fruit and Nut Festival.
Event Sponsorship of the Hughson Christmas Festival.
Promotion of the Hughson Farmers' Market
Notary services.
Certificate of Origin services.

The said services provided by the Hughson Chamber of Commerce through this agreement will promote the City of Hughson and its initiatives at the specified

events. Furthermore, it will facilitate the provision of two new services (Notary and Certificate of Origin) locally to the Hughson area.

Fiscal Impact:

The cost associated with the Agreement with the Hughson Chamber of Commerce for Promotional and Notary Services of \$5,000 will be funded from the General Fund and specifically through the City Manager Department (120). For the current fiscal year, the expense will be revisited during the year-end review and an adjustment to the budget will be recommended at that time only if necessary. In future years, the contract expense will be incorporated into the annual budget process.

**AGREEMENT BETWEEN
THE CITY OF HUGHSON AND THE HUGHSON CHAMBER OF COMMERCE
FOR PROMOTIONAL AND NOTARY SERVICES**

This Agreement for Promotional and Notary Services (the "Agreement") is made and entered into this 15th day of March, 2016 by and between the City of Hughson, a General Law City ("City") and the Hughson Chamber of Commerce ("Chamber").

RECITALS

WHEREAS, the City desires to continue supporting economic development within the City of Hughson for the benefit of all of its residents through and including sponsorship of events open to the entire community as well as supporting the Chamber of Commerce, and

WHEREAS, the City desires to make sure that residents have access to the services of a notary, and

WHEREAS, the Chamber has several events that focus on local economic activities as well as events open to the entire community and has the ability to provide notary services to the community, and

WHEREAS, the City and Chamber desire to enter into this agreement to aid the City in accomplishing its efforts in promoting the City and providing of notary services to the community,

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

AGREEMENT

1. **DEFINITIONS**

1.1. "Scope of Services": The professional services to be provided are set forth in the "Scope of Services" attached hereto as Exhibit A and incorporated herein by this reference.

1.2. "Approved Fee Schedule": The compensation for such services will be at the rates as set forth in the "Approved Fee Schedule" attached hereto as Exhibit B and incorporated herein by this reference.

1.3. "Commencement Date": March 15, 2016.

1.4. "Expiration Date": March 15, 2017.

2. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 14 (“Termination”) below.

3. SERVICES TO BE PROVIDED

3.1. The Chamber shall be required to perform all of the services identified in the Scope of Services attached hereto as Exhibit A.

3.2. The Chamber shall perform all work to the highest standards of its profession and in a manner reasonably satisfactory to the City.

3.3. The Chamber represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by the Chamber or under its supervision, and all personnel engaged in the work shall be qualified to perform such services.

4. COMPENSATION

4.1. As consideration for the Chamber performing services set forth in Section 3.1, the City shall pay the Chamber the total sum of Five Thousand Dollars (\$5,000.00) as follows:

Due	Amount
April 1, 2016	\$2,500
October 1, 2016	\$2,500

5. RELATIONSHIP OF PARTIES

The Chamber is, and shall at all times remain as to the City, a wholly independent contractor. The Chamber shall have no power to incur any debt, obligation, or liability on behalf of the City or otherwise to act on behalf of the City as an agent. Neither the City nor any of its agents shall have control over the conduct of the Chamber or any of the Chamber’s employees, except to the extent provided in this Agreement. The Chamber shall not represent that it is, or that any of its agents or employees are, in any manner employees of the City.

6. MUTUAL INDEMNIFICATION

6.1. To the fullest extent permitted by law, the Chamber and City shall each indemnify, hold harmless and defend the other and the other’s officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of the other or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement.

Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of party's choice.

6.2. The obligations of the Chamber and City under this Section 6 will not be limited by the provisions of any workers' compensation act or similar act. The parties expressly waive its statutory immunity under such statutes or laws as to the other party, its officers, agents, employees and volunteers.

6.3. The parties do not, and shall not, waive any rights that it may possess against the other because of the acceptance by the party, or the deposit with a party, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

7. MUTUAL COOPERATION

7.1. The City shall provide the Chamber with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Chamber's services under this Agreement.

8. RECORDS AND INSPECTIONS

The Chamber shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. The City shall have the right to access and examine such records, without charge, during normal business hours. The City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

9. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during the Chamber's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

City of Hughson
P.O. Box 9
Hughson, CA 95326
Telephone: (209) 883-4055
Facsimile: (209)

With courtesy copy to:

Daniel J. Schroeder, City Attorney
Neumiller & Beardslee
P.O. Box 20
509 W. Weber Avenue, Fifth Floor
Stockton, CA 95202
Telephone: (209) 948-8200
Facsimile: (209) 948-4910

If to Chamber:

Hughson Chamber of Commerce
7012 Pine Street/PO Box 1717
Hughson, CA 95326
Telephone: (209) 883-0811
Facsimile: (209) 883-0305

10. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 6 and 7 of this Agreement shall survive the expiration or termination of this Agreement.

11. TERMINATION

11.1. Either party to his Agreement may terminate this agreement for cause upon the breach of this Agreement by the other party.

12. GENERAL PROVISIONS

12.1. In the performance of this Agreement, the Chamber shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.

12.2. The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

12.3. The waiver by the Chamber or City of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition

herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by the Chamber or City unless in writing.

12.4. Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Stanislaus County, California.

12.5. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

12.6. This Agreement shall be governed and construed in accordance with the laws of the State of California.

12.7. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and the Chamber with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations here from shall be effective and binding only if made in writing and executed by City and the Chamber.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

HUGHSON CHAMBER OF COMMERCE

By: _____
Marie Assali, President

CITY OF HUGHSON

By: _____
Matt Beekman, Mayor

APPROVED AS TO FORM

By: _____
Daniel J. Schroeder, City Attorney

EXHIBIT A
SCOPE OF WORK

The Chamber shall perform the following services:

- The Chamber shall list the City as a \$2,000 VIP Stars Sponsor of the Hughson Fruit and Nut Festival Sponsorship.
- The Chamber shall list the City as a \$300 Event Sponsor of the Hughson Christmas Festival Sponsorship.
- The Chamber shall promote the City's Farmers' Market through the Chamber Newsletter, Website and Face book.
- The Chamber shall provide the community access to Notary services at an amount not to exceed the cost to the Chamber to provide the service.
- The Chamber shall administer the City's Certificate of Origin program for local business.



**CITY OF HUGHSON
PARKS & RECREATION COMMISSION MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA**

**AGENDA
TUESDAY, MARCH 8, 2016 – 6:00 P.M.**

CALL TO ORDER: Chair Matt House

ROLL CALL: Chair Matt House
Vice Chair Tamara Thomas
Commissioner Hans Picinich
Commissioner Billy Redding

Staff to be Present: Jaylen French, Community Development Director

FLAG SALUTE: Chair Matt House

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the audience may address the Parks and Recreation Commission on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. PRESENTATIONS: NONE.

3. UNFINISHED BUSINESS: NONE.

4. NEW BUSINESS:

- 4.1: Approve the Minutes of October 13, 2015
- 4.2: Nominate a Chair and Vice-Chair for 2016
- 4.3: Review and Approve a Waiver Request for Park Rental Fees for Starn Park from Hughson Youth Baseball/Softball

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

6. INFORMATION ITEMS:

- 6.1: Proposed Starn Park Basketball Court Update
- 6.2: Future Parks and Recreation Commission led Meeting with Representatives from Each Local Recreational Sports Program and Hughson Unified School District to discuss Facilities and Needs
- 6.3: Update on City of Hughson Parks and Recreation Commission
- 6.4: Update on Proposed Running Path Guide and Map

7. COMMENTS:

- 7.1: Staff Reports and Comments: (Information Only – No Action)

Community Development Director:

- 7.2: Commissioner Comments; (Information only- No Action)

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

UPCOMING EVENTS:

March 14	▪ Economic Development Committee, City Hall Chambers, 5:30 P.M.
March 14	▪ City Council Meeting, City Hall Chambers, 7:00 P.M.
March 15	▪ Planning Commission, City Hall Chambers, 6:00 P.M.
March 26	▪ IOOF Easter Egg Hunt, Emilie J. Ross Middle School, 9:00 A.M.
March 28	▪ City Council Meeting, City Hall Chambers, 7:00P.M.
April 2	▪ Opening Day of Hughson Youth Baseball/Softball
April 11	▪ City Council Meeting, City Hall Chambers, 7:00 P.M.
April 23	▪ Love Hughson Event, Breakfast & Rally Start at 7:00 A.M.
May 5	▪ Hughson Farmers' Market

RULES FOR ADDRESSING CITY COUNCIL

Members of the audience who wish to address the City Council are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

AFFIDAVIT OF POSTING

DATE: March 4, 2016 **TIME:** 5:00 pm
NAME: Martha Serrato **TITLE:** Accounting Technician II

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
 NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

Any documents produced by the City and distributed to a majority of the Parks and Recreation Commission regarding any item on this Agenda will be made available at the City Clerk's counter at City Hall located at 7018 Pine Street, Hughson, CA.

General Information: The Hughson Parks & Recreation Commission meets in the Council Chambers on the second Tuesday of each month at 6:00 p.m., unless otherwise noticed.

Council Agendas: The Commission agenda is now available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054